



Baltimore City Department of Human Resources

Gladys B. Gaskins, Director of Human Resources

Stephanie Rawlings-Blake, Mayor

EXAMINATION FOR: SOLID WASTE ASSISTANT SUPERINTENDENT

SALARY: \$46,700 – \$65,500

GRADE: 113

CLOSING DATE: November 19, 2010 is the last day to file an application.

POSITION: A Solid Waste Assistant Superintendent participates in planning, coordinating and overseeing solid waste and recycling collection and maintenance operations of one of two assigned City-wide districts or the City's transfer station. Employees work a conventional workweek including rotating shifts, evening hours and callback for emergencies as required.

The eligible list may be used to hire persons as vacancies arise.

MINIMUM QUALIFICATIONS: On or before the date of filing the application, each candidate must:

Have a valid Maryland Class C Noncommercial driver's license or an equivalent out-of-state driver's license acceptable to the Office of Risk Management;

AND

Have a bachelor's degree from an accredited college or university;

AND

Have four years of experience in solid waste collection work including one year of such supervisory responsibilities as disciplining, evaluating the performance of, and recommending the hiring, firing and promoting of others;

OR

Have an equivalent combination of relevant education and experience in solid waste collection work including one year of such supervisory responsibilities as disciplining, evaluating the performance of, and recommending the hiring, firing and promoting of others.

Non-supervisory experience or education may not be substituted for the required supervisory experience.

NOTE: YOUR LICENSE MUST BE RECORDED ON YOUR APPLICATION AND WILL BE VERIFIED BY THE APPOINTING AUTHORITY. PROVISIONAL DRIVER'S LICENSES AND LEARNER'S PERMITS ARE NOT ACCEPTABLE.

SELECTION PROCESS: All candidates indicating the minimum qualifications on their applications will be placed on the eligible list without further examination. The license, training and experience of each candidate will be evaluated for appropriateness and quantity. It is essential, therefore, that you give complete and accurate information on your application. Vagueness or omission may prevent you from being considered for the position. Qualified candidates will not be listed in rank order.

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KR/mb POSTED: 11/08/10

Apply to: Baltimore City Department of Human Resources · 201 East Baltimore Street · Suite 100 · Baltimore, Maryland 21202 · (410) 396-3860

For additional job opportunities information, call (410) 545-3875

For the Hearing impaired: TTY 396-4930

An Equal Opportunity Employer

www.baltimorecity.gov

(see reverse side)

APPLICATIONS: Applications may be obtained by mail or in person from the Baltimore City Department of Human Resources, 201 East Baltimore Street, Suite 100, Baltimore, Maryland 21202.

PHYSICAL EXAMINATION: Eligible candidates must pass a job-related physical examination administered by the City.

TESTING FOR DRUGS: Effective October 1, 1994, the City's pre-employment physical examination for all applicants will include substance abuse testing. Substance abuse testing shall also be required prior to promotion to a sensitive job classification.

ELIGIBILITY: Qualified candidates will be considered for vacancies as they arise, for a period of at least one year. The decision of the Director of Human Resources with respect to acceptable minimum qualifications is final.

SERVICE FEE: City employees who are represented by a union will be required to become union members or to pay a service fee as a condition of continuing employment after completion of a probationary period.

PROBATION: All persons, including current City employees, selected from an eligible list resulting from this examination will be on probation for six months.

NOTE: Incumbents must be eligible to obtain a Certificate of Appointment as a Special Enforcement Officer by the Police Commissioner of the City of Baltimore prior to hire. Revocation of the Certificate of Appointment by the Police Commissioner is grounds for dismissal. Certificate of Appointment as a Special Enforcement Officer requires the applicant to:

- Be 21 years of age; and
- Satisfactorily pass a fingerprint and background investigation conducted by the Baltimore City Police Department.

NOTE: Those eligibles who are under final consideration for appointment to positions in this class will be required to authorize the release of criminal conviction information.

FOR YOUR CONVENIENCE: Applicants may also obtain and submit applications for this title at the following location:

Baltimore City Department of Public Works
200 North Holliday Street
Room 200
Baltimore, Maryland 21202



Baltimore City
Department of Human Resources
201 East Baltimore Street
Suite 100
Baltimore, Maryland 21202